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Women & Child Development Department

NOTIFICATION

The 8th October 2007

No 23227-V-ICDS-II-142/06/W&CD, In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, the Governor of Orissa is pleased to make the following rules regulating the method of recruitment and conditions of service of persons appointed to the Orissa Social Welfare Service Group B(Junior Branch), namely :-

1. **Short title and Commencement :-** (1) These rules may be called the Orissa Social Welfare Service, Group B (Junior Branch) Method of Recruitment and Conditions of service Rules, 2007.
(2) They shall come into force on the date of their publication in the Orissa Gazette.
2. **Definitions :-** (1) In these rules, unless the context otherwise requires :-
 - (a) "Committee" means the Departmental Promotion Committee constituted under rule 7;
 - (b) "Department" means the Women and Child Development Department;
 - (c) "Government" means the Government of Orissa;
 - (d) "Recruitment Year" means the Calendar year in which the recruitment is actually made;
 - (e) "Scheduled Castes and Scheduled Tribes" means such Castes and Tribe as notified by the President of India under Articles 341 and 342, of the Constitution of India respectively from time to time;
 - (f) "SEOs/LSEOs" mean Social Education Organisers/Lady Social Education Organisers working in Blocks/Office of DSWO's.
 - (g) "Service" means the Orissa Social Welfare Service Group B(Junior Branch)
 - (h) "State" means the State of Orissa;
 - (i) "Statistical Assistant" means the employees who are promoted to the said post from the cadre of VLWs working in the office of Child Development Project Officer in the State for the purpose of these rules; and
 - (j) "Year" means the calendar year.

(2) All other words and expressions used in these rules but not specifically defined shall, unless the context otherwise require, have the same meaning as respectively assigned to them in the Orissa Service Code.

3. **Composition of the service :-** The service shall consist of the following posts, namely :-

(a) Assistant District Social Welfare Officer,

and

(b) Sub- Divisional Social Welfare Officer and such other posts as may be notified by the Government from time to time.

4. **Method of Appointment :-** Subject to the provision in these rules recruitment to the posts in the service shall be made by way of promotion from among the Social Education Organizers / Lady Social Education Organizers and Statistical Assistants in the ratio of 3:1 on the basis of merit and suitability with due regard to seniority.

Explanation – Not more than 3/4 th of the post shall be filled up by Social Education Organizers / Lady Social Education Organizers and the remaining by the Statistical Assistants.

5. **Reservation :-** Notwithstanding anything contained in these rules reservation of vacancies for Scheduled Castes and Scheduled Tribes shall be made in accordance with the provisions of the Orissa Reservation of Vacancies in Posts and Services (for Scheduled Castes and Scheduled Tribes) Act, 1975 and the rules made there under.

6. **Eligibility Criteria :-** In order to be eligible for recruitment, a candidate must have-

- (a) possessed a Bachelors Degree in any discipline from a recognized University, and
(b) rendered at least 10(ten) years of service in the feeder grade of Social Education Organizers / Lady Social Education Organizers or Statistical Assistants as the case may be.

7. **Constitution of the Departmental Promotion Committee :-** (1) There shall be constituted a Committee for promotion to the posts in the service consisting of the following members; namely :-

- (i) Secretary, Women and Child Development Department : Chairman
(ii) Director, Social Welfare : Member
(iii) Joint Secretary / Deputy Secretary, ST & SC Development Department : Member
(iv) Joint Secretary / Deputy Secretary, Women and Child Development Department (In charge of field establishment) : Member Convener

(2) The recommendation of the Committee shall be valid and can be operated upon notwithstanding the absence of any one or more of its members other than, the Chairman:

Provided the member so absenting was duly invited to attend the meeting of the Committee and the majority of members attend the meeting.

8. **Selection of officer for promotion :-** (1) The Committee shall ordinarily meet once in a year preferably in the month of January and prepare a list of suitable officers for appointment to the service.
- (2) The Committee shall for inclusion in the list, consider the cases of eligible employees arranged in order of seniority in their feeder grades of Social Education Organizers / Lady Social Education Organizers and Statistical Assistant separately.
- (3) The Committee, while considering the case of the employees for promotion shall follow the provisions of -
- (a) the Orissa Reservation of Vacancies in Posts and Services (for Scheduled Castes and Scheduled Tribes) Act, 1975 and the rules made there under;
- (b) the Orissa Civil Services (Zone of Consideration) Rules, 1988;
- (c) the Orissa Civil Services (Criteria for Promotion) Rules, 1992;
- (d) the Orissa Civil Services (Criteria for Selection for Appointment including Promotion) Rules, 2003, and
- (e) any other instructions issued from time to time by the General Administration Department in the matter.
9. **Select List :-** (1) List of eligible Social Education Organizers / Lady Social Education Organizers and Statistical Assistants shall separately be prepared by the Committee.
- (2) The lists prepared by the Committee after being approved by the Government, shall form the select lists for appointment to the Service.
- (3) The select lists shall ordinarily remain in force for a period of one year or until select lists are prepared afresh, whichever is earlier.
- (4) Appointment to the service shall be made in the order the names of the persons appear in the Select list.
10. **Inter-se-seniority :-** (1) The *inter-se* seniority of the employees appointed to the service in a particular year shall be in the order in which their names appear in the select list.
- Provided that the Social Education Organizers / Lady Social Education Organizers appointed to the service in a year shall *en bloc* be senior to the Statistical Assistants appointed in the same year.
- (2) The inter se seniority of officers appointed to the service shall be determined in the order they have been appointed against posts as per roster in relation to their position in the select lists.
11. **Probation :-** (1) Every person appointed to the service shall be on probation for a period of one year:-
- Provided that Government, in Women & Child Development Department may extend the period of probation by such further period as they may deem fit for good and sufficient reasons to be recorded in writing:
- Provided further that the probation period shall not include the following:-
- (a) extraordinary leave;

(b) period of unauthorized absence; and

(c) Any other period for which the person concerned is held not be on actual duty.

(2) The appointment of a probationer may, for good and sufficient reasons, to be recorded in writing be terminated by the Government at any time without previous notice during the period of probation including extension of such period, if any, and upon such termination, the officer shall revert to his former post.

12. **Confirmation :-** A probationer upon successful completion of the period of probation to the satisfaction of the Government, shall be eligible for confirmation against a permanent post in the service subjects to availability of such post.

13. **Other conditions of service :-** The conditions of service in regard to matters not covered by these rules shall be the same as are or as may from time to time be prescribed by the State Government.

14. **Relaxation :-** Whenever it is considered by the Government that it is necessary and expedient to do so in the public interest, the Government may, for the reasons to be recorded in writing by order relax any of the provisions of these rules in the interest of any class or category of employees.

15. **Repeal and Savings :-** All rules, regulations, instructions or orders in force immediately before the commencement of these rules in respect of matters relating to the service and covered by these rules are hereby repealed:

Provided that any order or appointment made, action taken or things done under the rules, regulations, instruction or orders so repealed shall be deemed to have been made, taken or done under the corresponding provisions of these rules.

16. **Interpretation :-** If any question arises relating to the interpretation of these rules, it shall be referred to the Government in Women & Child Development Department whose decision thereon shall be final.

17. **Power to issue Instructions :-** The Government may also issue instruction not inconsistent with the provision of these rules as they may consider necessary to regulate the matters not specifically covered by the provisions of these rules.

By order of the Governor

Dr. Mona Sharma

Commissioner-cum-Secretary to
Government

ANNEXURE
ROSTER POINT
[See Rule 4 (1) and 8 (1)]

1. SEO / LSEO
2. SEO / LSEO
3. SEO / LSEO
4. Statistical Asst.
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20. Statistical Asst.